

Summary of Changes

Arkansas Department of Human Services
Division of Behavioral Health Services
The Office of Alcohol & Drug Abuse Prevention
Rules of Practice and Procedure
2009 Edition

Section I OADAP Program Policy:

- Four items (formerly # 3-6) delete as they were deemed duplicative with other sections and existing agency requirements.
- Item 14 was inserted to reference requirement of compliance with HIPAA relative to any collection of data involving incidence of youth violence and substance abuse.

Section III Policies Affecting Treatment:

- Item 8 deleted reference to LAAM (treatment is no longer in use), changed “State Methadone Authority” to “State Authority”, and substituted “Opioid Treatment Programs” in place of “Methadone/LAAM”.

Section IV Policies Affecting Monitoring:

- Subsection 2 added to address “Independent Peer Review” functions required under the Substance Abuse Prevention and Treatment (SAPT) Block Grant.

Section VII Policies Regarding Federal Funding Requirements:

- Subsection 1.F. “Charitable Choice/Right to Services from an Alternative Provider” added to address federally mandated procedures governing client rights to “notice” and “referral” when a client objects to the religious character of a faith-based treatment provider.

Section VII-2.00 Contract/Grant Specification and the Application Process:

- 2.013, Drug and Alcohol Safety Education Program (DASEP)
- 2.04, Equal Opportunity added paragraph to address economic development and participation of firms owned and controlled by minority persons, as defined under Arkansas law, relative to the purchase of services from the State of Arkansas.
- 2.072, Compliance with State and Federal Law/Certifications items A-H were updated to meet current legal requirements.
- 2.076., Qualifications of Proposals deleted as these requirements are fully addressed within each individual RFP, RFA or CAP issued by OADAP.
- 2.11 deleted as outdated.

Section VII-3.00 Contract and Grant Financial Provisions:

- 3.014, 3.015, 3.02, 3.03 Policies Affecting Funding, Award Instruments, and Payment Funding deleted as these requirements are fully addressed within each individual RFP, RFA or CAP issued by OADAP.

- 3.03, Income Eligibility Table 1- Alcohol and Drug Abuse Prevention Income Scale was updated.
- 3.07, 3.08, Basis of Rate Establishment, OADAP Established Rates were deleted as they are addressed in DHS Financial Standards Manual.
- 3.11, Funding Utilization was deleted as outdated.
- 3.12, Independent Audit and ADAP Audit/Review was updated with current threshold level requiring independent audit.
- 3.135, Retention of Financial Records revised from 3 to 6 years to conform to current Record Retention Policy.
- 3.19, Reimbursement updated to reflect current billing/invoice practices and required on-line keying of Alcohol and Drug Management Information System (ADMIS) client information.

Section VII-4.00 General Requirements:

- 4.016, Treatment Service Capacity comprehensive updates to conform to requirements of the Substance Abuse Prevention and Treatment (SAPT) Block Grant.
- 4.017, Waiting List System was added to conform to requirements of the Substance Abuse Prevention and Treatment (SAPT) Block Grant.
- 4.02, On File Requirements deleted as these requirements are subject to change and are delineated within OADAP's RFP, RFA and CAP issuances.

Section VII-5.00 Specific Requirements:

5.0113, ADMIS Client Reports updated ADMIS reporting requirements for client admissions, discharges and environmental change reports.

5.0114, Other Reports revised language wherein ADAP may require additional reporting.

5.02, Primary Prevention Contract/Grant Requirements updated to reflect current requirements.

Section VII-7.00 Definitions:

7.07, Interim Services the definition was updated to meet the requirements of federal regulations.